

Scott Walker
Governor

Jon E. Litscher
Secretary



Office of Detention Facilities
819 North Sixth Street
Room 128
Milwaukee, WI 53203-1675
Telephone: (414) 227-3997
Facsimile: (414) 220-5232

State of Wisconsin Department of Corrections

April 11, 2017

Chief Richard Rens
Muskego Police Department
W183 S8150 Racine Avenue
PO Box 749
Muskego, WI 53150

RE: 2017 Annual Inspection, Muskego Municipal Lockup

Dear Chief Rens:

As you know, the Department of Corrections has the responsibility by statute to set reasonable standards and regulations for the design, construction, repair, and maintenance of municipal lockup facilities as defined in State Statute 302.30. The standards are set forth in the Department of Corrections Administrative Code, Chapter DOC 349. Annual inspections are also required of each facility to assess the safety, sanitation, adequacy, and fitness of each lockup pursuant to State Statute 301.37(3). The 2017 annual inspection of the Muskego Municipal Lockup was conducted on March 30, 2017. This report summarizes the results of the annual inspection.

INSPECTION SUMMARY

Physical Environment 349.07

The two cells and adjacent booking area were inspected and found to be in good condition. There was a need to correct the conduit for the smoke detectors in each cell as a gap existed between it and the ceiling. This concern was immediately rectified by police department personnel. All doors and locks were found to be in working order, as were the toilets and sinks. Inspections of cell and fire escape locks and doors are being recorded pursuant to 349.12(3)(5) on a monthly basis.

Sanitation and Hygiene 349.08

The inmate hygiene supplies located at the facility were found to meet code standards. All areas of the detention and booking area were clean and well organized.

Health Care 349.09

The Muskego Municipal Lockup uses an admission screening form (DOC 349.17), which is to be completed on each individual being detained in a cell. A review of the completed admission screens found that a health screening form is being completed on each individual being booked into the facility. Current Muskego procedure stipulates that medications will be placed with the arrestee's property and that no medications brought into the facility by an individual will be administered without notification to the shift commander.

Fire Safety 349.10

The facility was found to be in compliance of DOC 349.10(4) Fire Safety. The most recent fire inspection by the Tess Corners Fire Department was completed on 3/28/17. Additionally, inspections are occurring for both the alarm and sprinkler systems within the facility. Evacuation routes are posted and fire protection equipment in place should the need arise.

Records and Reporting 349.11

A review of the admission screening and booking reports revealed that appropriate information is being obtained on all individuals being booked into the Muskego Municipal Lockup. Since the last annual inspection in 2016, there have been no notifications to this office of any unusual occurrences. As an annual reminder, please have your staff contact my office at (414) 227-3997 within 48 hours to report any of the following incidents in the detention area:

- An inmate dies.
- An inmate attempts suicide and is admitted to a hospital.
- An inmate or staff have been injured and are hospitalized due to the injury.
- An inmate escapes or attempts to escape from confinement.
- There is any significant damage to the lockup affecting the safety or security of the lockup.

Security 349.12

As noted earlier, the facility was found in compliance of DOC 349.12(3)(5) Security Reporting, as records are being obtained for all inspections on a monthly basis. Cell checks are also being completed and documented as required. A review of completed booking sheets found that security checks are generally being conducted and documented [REDACTED] minutes. This is an excellent practice that exceeds the minimum requirements of the administrative code. A vast majority of detainees continue to be held on the bench in the lockup under continuous observation, with officers also documenting security checks.

Detention of Juveniles 349.21

Your department has submitted policies and procedures as outlined in DOC 349.21 to hold juveniles. A review of the juvenile files found that they are being kept separate from adult records. Policies and procedures for sight and sound separation are also in place for the facility. Since the last inspection, no juveniles have been securely held within a cell. Similar to adults,

the vast majority of juveniles are seated on the bench for processing and then removed from the area.

Approval

The Muskego Municipal Lockup is approved for the detention of adults for up to 72 hours and for the detention of juveniles for up to 6 hours. This approval is with the understanding that continued compliance with the Department of Corrections Administrative Code, Chapter DOC 349, and applicable state statutes is maintained, and that sight and sound separation between adults and juveniles occurs.

I would like to thank Sergeant Nick Fons for his assistance during the inspection and for providing the necessary information for the review of your lockup's operations. Please feel free to contact me should you have any questions, or if I may be of assistance to you and your Department.

Sincerely,

A handwritten signature in black ink, appearing to read "Greg A. Bucholtz", with a stylized flourish at the end.

Gregory A. Bucholtz, Inspector
Office of Detention Facilities

Cc: Kathy Chiaverotti, Mayor
Sgt. Nick Fons
Kristi Dietz, ODF Director
File